



AAPA Environmental Improvement Awards may be awarded annually to worthy projects in any of four project categories: environmental enhancement; mitigation; community/public involvement; and comprehensive environmental management. Winners in each category may not necessarily be named each year. Honorable mentions may be awarded to projects in any category.

In addition, the Calvin Hurst Outstanding Achievement Award may be presented for exceptional projects and programs. Because of the exemplary nature of this award's intended recipients, it will not necessarily be presented every year. It is named for the late environmental manager at the Port of Los Angeles, the public port industry's first environmental professional.

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## AWARD CATEGORIES

There are four project award categories. A project will normally fall within one of the four, and will be judged against other projects solely within its category.

- 1) Environmental Enhancement includes improvements to the physical or natural environment that were *not required* as part of any project development. Examples include debris control and cleanup programs, voluntary air quality improvement measures, port beautification projects, public access projects, or uncompelled restoration of natural resources.
- 2) Mitigation of impacts associated with project development. Examples include wetlands restoration or creation, habitat creation such as artificial reefs, creative solutions for handling ship-generated wastes or any other mitigation measures undertaken in the course of project development and implementation.
- 3) Stakeholder Awareness, Education & Involvement involves outreach to stakeholders that seeks to inform, educate or facilitate involvement. Examples include programs to educate local school children about the port community or foster public involvement in port projects.

- 4) Comprehensive Environmental Management involves the development and execution of a comprehensive plan that seeks to minimize the environmental impact of, and, where possible, to enhance the environment through, port operations. Plans include components such as establishment of port environmental policies, training and empowering port personnel in the use of pollution prevention practices, and working with tenants, environmental agencies, and the public in promoting the goals of the plan.

## APPLICATION GUIDELINES

The guidelines for submitting an application for an AAPA Environmental Improvement Award are:

- 1) All AAPA Corporate members are eligible to submit an application, including members from the U.S., Canadian, Caribbean and Latin American delegations. All applications should be submitted in English. Only projects related to maritime operations will be considered.
- 2) Ports may nominate governmental entities (federal, state or local agencies) as co-applicants if they wish to highlight a partnership with another public entity.
- 3) All applications should be submitted **by email** as a Microsoft Word document or in PDF format.

- 4) The application should include a separate one-page project summary, which may include one photograph or other graphic. The summary should describe the project and how it meets the six award criteria, and it should include port contact information.
- 5) The application should be double-spaced and should not exceed 15 pages, not including the one-page summary. Detailed reports, analyses, charts, and/or photographs are not required, although, if available, may be included as separate electronic files. Port authorities are encouraged to have their public affairs departments review all applications.

The application should be organized into the following sections:

- a) Cover Page:
    - i) Title of Report
    - ii) Name of Applicant
    - iii) Contact and Job Title
    - iv) Date Submitted
  - b) Table of Contents
  - c) Introduction — Paper Highlights
  - d) Goals and Objectives
  - e) Discussion
    - i) Background
    - ii) Objectives and Methodology
    - iii) How the project fulfills the Award Criteria (described below)
  - f) Conclusion
- 6) Applications will be accepted only for those projects (or beneficial increments) or programs which have been designed, planned, and approved by all applicable regulatory agencies, and constructed or implemented. The application should indicate the current status of the project.

## AWARD CRITERIA

There are six general award criteria used to evaluate the entries in the competition. The project application should attempt to address these criteria explicitly:

- 1) The level and nature of benefits to environmental quality, beautification or community involvement;
- 2) The level of independent involvement and effort by the port;
- 3) The creativity of the solution or programs;
- 4) Whether the project or program results are apparent (the project must be complete through some beneficial increment);
- 5) The cost effectiveness of the activity or the program; and
- 6) The transferability of the technology or idea to the port industry.

## FEE & DEADLINES

1. **The fee for each entry is \$125.** Checks should be made payable to the “American Association of Port Authorities” and must be submitted with the attached entry form.
2. Applications must be received by **June 8, 2018.**
3. Applications in Adobe Acrobat (.pdf) or Microsoft Word (.doc) must be sent **by email** to [mmartino@aapa-ports.org](mailto:mmartino@aapa-ports.org)
4. Award winners will be highlighted at the Annual Convention during the Awards Luncheon.
5. In the event that a port is submitting more than one project, a separate application should accompany each project.

## USE OF AWARD APPLICATIONS

AAPA will post application summaries and/or complete application submissions on our website to highlight port environmental projects.

## FOR MORE INFORMATION

Meredith Martino  
Director, Publications, Digital Media &  
Technology

(703) 706-4718

[mmartino@aapa-ports.org](mailto:mmartino@aapa-ports.org)

# 2018 ENVIRONMENTAL AWARDS ENTRY FORM

This form must be submitted with each Environmental Award application. AAPA will send an email notification when the submission has been received and processed. Please complete this form and include a copy with your electronic submission as well as with your check submission by mail.

Project Name: \_\_\_\_\_

Category: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Port: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail \_\_\_\_\_

Person to Receive Award: \_\_\_\_\_

AAPA may post my application summary on its website (Check One) \_\_\_\_\_ YES \_\_\_\_\_ NO

AAPA may post my complete application on its website (Check One) \_\_\_\_\_ YES \_\_\_\_\_ NO

**Awards will be presented at the AAPA Energy and Environment Seminar  
in Jersey City, NJ, September 11-12, 2018**

## ENTRY CHECKLIST

1. Determine appropriate award category.
2. Follow application guidelines.
3. Email your one-page application summary and your full application.
4. Mail your entry fee of \$125, made payable to "American Association of Port Authorities."
5. Observe the June 8, 2018, deadline.

Send entries to:

[mmartino@aapa-ports.org](mailto:mmartino@aapa-ports.org)

Mail checks to:

Meredith Martino  
Environmental Improvement Awards  
AAPA  
1010 Duke Street  
Alexandria, VA 22314



Alliance of the Ports of Canada, the Caribbean, Latin America and the United States